BYLAWS
OF
THE COLLEGE OF SOCIAL WORK
ALUMNI SOCIETY
AT
THE OHIO STATE UNIVERSITY
Article I - Name
Section I: NAME OF ORGANIZATION
The name of this organization is The Alumni Society of the College of Social Work at The Ohio State University (hereinafter referred to as "Society"). It is a constituent organization of The Ohio State University Alumni Association, Inc. (hereinafter referred to as “Association”).

Article II – Mission Statement
Section I: Engage all students (e.g., Columbus, Regional, and Online), alumni, staff and faculty in service, community outreach, and professional development to develop and foster a community of alumni.

Article III – Purpose
Section I: PURPOSE OF SOCIETY
Developed in 1972, The Society plays a critical role in promoting and supporting the goals, mission, advancement of the best interests of The Ohio State University (hereinafter referred to as “University”) and the College of Social Work (hereinafter referred to as “College”) by providing fellowship and the furtherance of professional relationships among the alumni, students, faculty, and staff of the College of Social Work. The Society will also promote and support the mission of The Association.

Section II: SOCIETY CONTRIBUTION TO PROFESSION
The Society shall collaborate with professional and social welfare organizations for the purposes of supporting social change positively impacting the community, Ohio and the Nation.

Article IV - Membership and Dues
Section I: MEMBERSHIP OF SOCIETY
All persons awarded degrees from the College by the University, including associate, bachelor, graduate, professional, and honorary degrees are eligible for full membership into the Society and may hold office and vote upon matters of the Society.

Subsection A: STILLMAN MEMBERSHIP
Stillman Membership is automatically grant to all aforementioned persons immediately after commencement. The Stillman Membership grants access to:
- the College newsletters and communications,
- the Society newsletters and communications,
- Volunteer opportunities,
- Invitations to general alumni events, and
- Access to the College’s career services

Subsection B: STILLMAN ELITE MEMBERSHIP
Stillman Elite Membership is granted to the aforementioned persons who have volunteered as a Society Board Member during the prior year, served as a Field Instructor for a student of the College during the prior year, and/or made a monetary donation of at least $25 to the College during the prior year. The Stillman Elite Membership grants access to everything within the Stillman Membership, plus:

- Invitations to select free continuing education trainings
- Opportunity to purchase event and athletic tickets
- 25% discount on all College continuing education trainings

Subsection C: BE THE CHANGE SOCIETY MEMBERSHIP
Be the Change Society Membership is granted to the aforementioned persons who have made an annual cumulative gift of $1,000 to the College. The Be the Change Society Membership grants access to everything within the Stillman Elite Membership, plus:

- Special events that include student testimonials, faculty presentations, and activities on and off campus;
- Exclusive campus tours; and
- Free admission to the College’s annual Alumni Weekend Tailgate and Hall of Fame Luncheon

Section II: DUES
Dues may be established by the Society Executive Committee, when deemed necessary. Price will be determined at that time.

Article V – Funding
Section I: FUNDING THE SOCIETY
The Society, the College, and the Dean of the College, shall collectively determine the means of funding for the Society. The Society shall also take appropriate means and measures to secure available funding sources from the University, the Association, and other sources.

Section II: FISCAL YEAR
The fiscal year shall follow that of the University, July 1st through June 30th.

Section III: TREASURY OF THE SOCIETY
The Treasurer of the Society shall present a financial statement at each Society meeting detailing all income and expenditures of funding in support of the Society.

Article VI – Executive Committee
Section I: MEMBERSHIP
To be eligible for membership on the Executive Committee, an applicant shall be an active member of the Association.
Section II: GOVERNING OF THE SOCIETY
The governing body of the Society and the direction of its activities shall be vested in the Executive Committee. The Executive Committee shall be responsible for instituting activities, programs, and events that fulfill the mission and priorities of the Society, the College, the University, and the Association. The Executive Committee shall serve as the voice of the College alumni with the Association, the College, University leadership, and the broader community.

Section III: EXECUTIVE COMMITTEE COMPOSITION
The composition of the Executive Committee shall include 21 members consisting of Officers (President, Vice President; Secretary; and Treasurer), At-Large Representatives (6), Geographical Representatives (3), Recent Alumni Representative (1), Immediate Past President, the Dean of the College, College Faculty Liaison (1), One Student Representative Liaisons for each degree awarded by the College (BSSW, MSW, PhD), and the Alumni Relations Officers for the College.

Section IV: OFFICERS DUTIES
- President: The president shall be responsible for the management of the Society and serve as chair of the Executive Committee and preside at all meetings of the Society; serves as an ex-officio member of all committees; make recommendations to the Executive Committee to fill vacancies of all open offices and open committee positions; recommend any officers or members removal of duties to the Executive Committee in accordance with Article VI, Section VII; and serve as treasurer in the absence of an elected treasurer. Upon successful completion of the President’s term in office, they shall become the immediate past president.
- Vice President: The vice president shall oversee programming for the Society including, but not limited to, the development of programs, activities, and events for the Society, as well as coordinating the Society’s programmatic goals with that of the Association and the College; serve in the absence or disability of the president, or at the request of the president. If the office of president becomes vacant, the vice president shall serve as president for the remainder of the unexpired term.
- Secretary: The secretary shall be responsible for the membership of the Society, including, but not limited to recruitment of new members and working with the vice president to develop programming for the retention and recruitment of alumni members to the Society; send out all notices of meetings and provide reports of all meetings and activities of the Society to the President and the Association representative/liaison and the members of the Executive Committee. Further, the secretary shall have the custody of the names and addresses of the alumni and record all changes, notifying the president, and Association representative/liaison of any updates on a quarterly basis. The list shall also be available upon request to the members of the Executive Committee. The secretary shall not release the list for
political, commercial, or personal purposes, failure to adhere is subject to expulsion from office by the Board of Directors of the OSUAA. Release of the list shall be made only on approval of the President/CEO of the OSUAA, subject to the constitution of the OSUAA.

- Treasurer: The treasurer shall supervise all receipts and expenditures for the Society. If dues are charged, the treasurer shall collect and disburse all funds subject to the approval of the Executive Committee. On an annual basis, the treasurer shall complete and submit annual financial forms for review by the Society and shall complete and submit any documents that may be required to the Internal Revenue Service. The treasurer serves as ex-officio on all committees in charge of handling financial arrangements and provide monthly reports of all expenses and balances to the Executive Committee.

Section V: NON-OFFICER EXECUTIVE COMMITTEE MEMBERS
The Executive Committee, all of whom must be Active Members of the Association, shall consist of at least 15 members, in addition to the Officers, to include:

- Six (6) members at-large for staggering two-year terms;
- Three (3) Geographical Representatives. Of the three representatives one (1) must be an Ohio Representative and two (2) must be out-of-state representatives. A board member who moves into or out of the state of Ohio shall not be required to resign prior to the end of their term. Each Geographical Representative will serve a two-year term with staggering appointment dates for the out-of-state representatives;
- One (1) Recent Alumni Representative. The Recent Alumni Representative should have graduated within the past 5 years and serve for a two-year term;
- The immediate past president of the Society; as an ex-officio, voting member
- Three (3) Student Representative Liaisons. Of the three representatives one (1) must represent each degree (BSSW, MSW, PhD) awarded by the College. Student Representatives will serve as an ex-officio, voting member, for a two year term commencing on July 1;
- One (1) College Faculty Liaison shall be appointed by the Dean of the College in consultation with the president of the Society, as an ex-officio, voting member, for a two year term commencing on July 1;
- The Dean of the College of Social Work at The Ohio State University, or the Dean’s designee, as an ex-officio member, without voting privileges;
- The Alumni Relations Officers of the College as an ex-officio member, without voting privileges;
- The President/CEO of OSUAA, or the President/CEO’s designee, as an ex-officio member, without voting privileges;
- At anytime, the Board of Governors may vote to add additional Geographical Executive Committee Member positions, in excess to the above mandated members, for select areas based on increased numbers of College alumni residing in that area. These
members shall be tasked with increasing the Society’s presence, programming, and alumni interaction in their respective region. These members will have full voting privileges.

Section VI: ATTENDANCE
Members of the Executive Committee must attend at least two of every four consecutive meetings or may be subject to removal by the Executive Committee. Attendance at meetings may be in-person or by telephone or other electronic means and the president shall assure that appropriate notice is provided, and arrangements are made to enable attendance by electronic means.

Section VII: REMOVAL
If an Officer of member of the Executive Committee fails to fulfill their duties as outlined in these Bylaws, they may be removed by a 2/3 majority vote of voting members of the Executive Committee. The Officer or Executive Committee that is subject of the removal vote shall recuse themselves from the vote to remove. There must be cause shown that the Officer or Executive Committee member is willfully failing to fulfill their duties or has engaged in conduct unbecoming of an Officer or Executive Committee member and should therefore be removed. If an Officer or Executive Committee member is removed, they lose all voting rights effective immediately.

Section VIII: SPECIAL MEETING REQUEST
A meeting of the Executive Committee must be called by the Society president upon written request of at least three members of the Executive Committee.

Section IX: ANNUAL MEETINGS
The Executive Committee shall hold at least two meetings a year, and others at the discretion of the president.

Article VII - Elections
Section I. OFFICERS TERMS OF SERVICE
Society officers shall be elected by the Executive Committee for a two-year term or until their successors have been qualified and elected. Members shall be elected by a majority of quorum. The term of service shall commence on July 1 and conclude on June 30. No person shall serve more than two terms (four years) as an Officer unless they are completing an unexpired term of office. At the end of the second term, a period of one year must elapse before an individual can be considered eligible for re-election as an Officer.

Section II: ELECTION TIMEFRAME FOR OFFICERS
Elections for Officers of the Executive Committee shall be held every two years at the May meeting. Officers shall be elected by a majority of quorum.
Section III: EXECUTIVE COMMITTEE TERMS OF SERVICE
The Executive Committee shall consist of at least fifteen members, in addition to the elected officers. The term of appointment shall be two years, unless specified in Article VII, Section IV, with terms staggered to provide for the election of at least three members on an annual basis. Members shall be elected by a majority of quorum. The term of service shall commence on July 1 and conclude on June 30. No person shall serve more than three terms (six years) as a member of the Executive Committee unless they are completing an unexpired term of office. At the end of the third term, a period of one year must elapse before an individual can be considered eligible for re-election as an Officer or Executive Committee member.

Section IV: ELECTION TIMEFRAME FOR NON-OFFICER EXECUTIVE COMMITTEE MEMBERS
Elections for Non-officers of the Executive Committee shall be held annually at the May meeting for all seats expiring the following June. Executive Committee members shall be elected by a majority of quorum.

Section V: CONSENT OF NOMINEE
No person's name shall be placed in nomination without the consent of the nominee.

Section VI: OFFICER VACANCY
- In the event of absence or disability of the president or the president is unable to fulfill the president's duties or at the request of the president, the first vice president shall perform the duties of the President. If the office of president becomes vacant, the vice president shall become president for the unexpired term.
- In the event of absence or disability of the vice president or if the vice president is unable to fulfill the duties of the vice president, at the request of the president, or at the request of the vice president, the treasurer shall perform the duties of the vice president. If the office of the president becomes vacant and the vice president is unable to act, the treasurer shall become president.
- Executive Committee vacancies, other than those in paragraph referenced above, shall be filled by a majority vote of members present at the next regular Society meeting. The Executive Committee shall have full power to fill all vacancies on the Executive Committee.

Article VIII - Committees
Section I: SCHOLARSHIP COMMITTEE.
The Scholarship Committee shall be composed of the officers and the committee chair. The chair may appoint other members, as deemed necessary. The Scholarship committee shall oversee and administer all scholarships awarded by the Society; including but not limited to, setting applicant requirements, processes, and deadlines. Any such actions shall be subject to ratification by the Society at the regular meeting following such actions.
Section II: STUDENT AND COLLEGE ENGAGEMENT COMMITTEE.
The Student and College Engagement Committee shall be composed of the officers and the committee chair. The chair may appoint other members, as deemed necessary. The Student and College Engagement committee shall oversee and administer all programming, events, and interactions with the student body of the college; including but not limited to, oversight of mentoring opportunities, tabling at college events, planning student welcome back events, networking opportunities among students and alumni, and increasing the Society awareness among the student body.

Section III: OUTREACH AND ENGAGEMENT COMMITTEE.
The Outreach and Engagement Committee shall be composed of the officers and the committee chair. The chair may appoint other members, as deemed necessary. The Outreach and Engagement committee shall oversee and administer all service initiatives and support the Homecoming Tailgate, in addition to but not limited to, increasing the Society awareness and engagement among alumni, oversight of the Society newsletter, continuing education efforts, and programming or events to build networking opportunities among alumni.

Section IV: SOCIAL ENGAGEMENT COMMITTEE.
The Social Engagement Committee shall be composed of the officers and the committee chair. The chair may appoint other members, as deemed necessary. The Social Engagement committee shall oversee and administer all programming, events, and interactions on behalf of the Society that foster a culture of care and inclusivity; including but not limited to, oversight of diversity programming, participation in the annual PRIDE parade, among other programming and initiatives, at the discretion of the committee and Executive Committee, that promotes and increases cultural and social competency among the College’s alumni, students, faculty, and staff.

Section V: AD-HOC COMMITTEE.
The President may establish ad-hoc committees as needed upon the approval of the Executive Committee. The President shall appoint at least one Executive Committee to chair an ad-hoc committee. The committee chair or co-chairs shall determine all other committee members. All ad-hoc committee chairs and members may be subject to annual reappointment.

Section VI: COMMITTEE AND AD-HOC COMMITTEE ELIGIBILITY.
The chair and co-chair of all committee shall be an Executive Committee member. There are no term limits for chairs or co-chairs. All members of the Society, regardless of Executive Committee standing, shall be eligible to serve on any committee or ad-hoc committee. Committee chairs, at their discretion, may select members of the Society to serve on their respective committees or ad-hoc committee.
Section VII: REMOVAL AND REPLACEMENT OF COMMITTEE MEMBERS
If any committee chair or co-chair fails to fulfill their duties, they may be removed by a 2/3 majority vote of the Executive Committee. The committee chair or co-chair that is subject of the removal vote shall recuse themselves from the vote to remove. A committee chair or co-chair removed shall remain on the Executive Committee unless otherwise removed. The chair or co-chair, in consultation with the President has the authority to remove any member from their committee, at their discretion.

Article IX - Quorum
Quorum shall be the Executive Committee members who are voting members and present at a duly called meeting for the conducting of business at any meeting of the Society. Members may attend the meeting by telephone or other electronic methods. A majority vote of those members present and voting, subject to the Bylaws, shall be required for approval of actions.

Article X – By-Laws
The Society may adopt or amend bylaws at any regular Society meeting, a quorum being present, by a two-thirds vote of all Executive Committee members present, provided that notice of such proposed bylaw shall have been mailed or provided electronically to each Executive Committee member at least seven calendar days prior to such meeting. The notice shall, at a minimum, contain the exact language of the bylaws change and the time, date, and location of the meeting to discuss the change. No amendment or addition to the bylaws can be made which conflicts with the Society or the Association Constitutions.

Article XI - Adoption
The bylaws shall be officially adopted upon its approval by a majority vote of the members in good standing of the Society in attendance at any regular or special meeting of the Society. It shall take effect upon the granting of the charter of the OSUAA Board of Directors, authorizing its functioning as one of the official alumni constituent societies of The Ohio State University.

Article XII - Amendments
The bylaws may be amended by a majority vote of the total votes cast of Society members in good standing. No amendments shall take effect until duly approved by the OSUAA Board of Directors. The exact text of any amendment must be distributed to the voting members of the Executive Committee at least 10 days prior to the meeting at which the amendment will be voted upon.

Adopted by the Society on 1972
Amended by the Executive Committee on September 21, 2021
Adopted by the Alumni Association Board of Directors on INSERT DATE